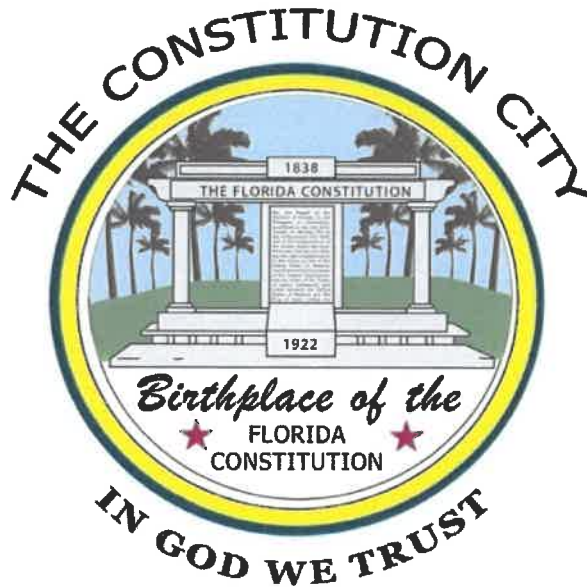


**February 2, 2021
Regular Meeting
12:00 Noon**



City of Port St. Joe

Rex Buzzett, Mayor-Commissioner
Eric Langston, Commissioner, Group I
David Ashbrook, Commissioner, Group II
Brett Lowry, Commissioner, Group III
Scott Hoffman, Commissioner, Group IV

[All persons are invited to attend these meetings. Any person who decides to appeal any decision made by the Commission with respect to any matter considered at said meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The Board of City Commission of the City of Port St. Joe, Florida will not provide a verbatim record of this meeting.]

BOARD OF CITY COMMISSION

Regular Public Meeting
12:00 Noon
Tuesday February 2, 2021

Call to Order

Consent Agenda

Minutes

- Regular Meeting 1/19/21 Pages 1-4

Citizens of Gulf County Recovery Team Update- Nancy Stuart

City Attorney

- Ordinance 579 Commissioners Fee to Run for Office 2020 Election Cycle Pages 5-6
 - Discussion
- Damaged Fire Hydrant on Long Avenue

Old Business

- Coronavirus (COVID-19) Update
 - Vaccine Stipend- Mayor Buzzett
 - Resolution 2020-02 - State of Emergency, Currently Still in Place

New Business

- Naming of 3rd Street Promenade- Mayor Buzzett
- Curent City Projects Pages 7-8

Public Works

- Update

Surface Water Plant

- Update

Wastewater Plant

- Update

Finance Director

- Update

City Engineer

- NRDA Stormwater Grant- Update
- Walking Path FDOT Grant- Update
- CDBG Grant- Update
- First Street Lift Station and Long Ave. SRF Application- Update
- City Pier- Update
- NRCS Grant- Update

Code Enforcement

- **RFP 2020-25, 1412 Palm Blvd, Parcel #05178-000R- Request to Award Bid (Handout)**
- **RFP 2020-26, 104 MLK Parcel #05700-000R- Request to Award Bid (Handout)**

Police Department

- **Update**

City Clerk

- **Grants Update**
- **City Election Time Line**

Pages 9-10

Page 11

Citizens to be Heard

Discussion Items by Commissioners

Motion to Adjourn

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, January 19, 2021, at Noon.**

The following were present: Mayor Buzzett, Commissioners Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Ashbrook was absent.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of January 5, 2021, and the Special Meeting of January 12, 2021. All in favor; Motion carried 4-0.

Mayor Buzzett requested that the City Engineer's report be moved up on the Agenda.

City Engineer – Josh Baxley

Storm Water Master Plan

The Master Map and Draft Response have been submitted to the City. DEI is now working on the final recommendations and associated cost estimate. The draft is expected to be completed by the end of this month.

Walking Patch FDOT Grant

The pre-construction meeting has been completed and construction is expected to begin soon.

CDBG Sewer Improvements Grant

The Change Order for the funding shortfall has been processed. The contractor will move forward with the 8" CIPP lining beginning January 25, 2021. Pipe bursting for the 6" line will begin in a couple of weeks.

First Street Lift Station and Long Avenue Application

DEI is currently working on preparation of the bid documentation, upon approval by SRF.

NRCS Grant

The advertisement has been provided to the City, and will be advertised.

City Attorney –

Ordinance 579 Commissioners Fee to Run for Office 2020 Election Cycle: Discussion

This item was Tabled. The Commission requested that Gulf County Supervisor of Elections John Hanlon attend the February 2, 2021, meeting to make his recommendations on this issue.

Ordinance 580 Commissioners Length of Terms; First Reading and Request to Advertise

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to have the First Reading and to advertise Ordinance 580. All in favor; Motion carried 4-0. The City Charter requires that extending the length of terms be placed on a City ballot as a Referendum for the voters to make this decision. If there is an election in May, this would be placed on that ballot. If passed, this would take effect in 2022.

Attorney McCahill read Ordinance 580 by Title only.

Ordinance 581 Boat Ramp Parking Ordinance; First Reading and Request to Advertise

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to have the First Reading and to advertise Ordinance 581. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 581 by Title only.

Ordinance 583 Flood Plain Amendments; First Reading and Request to Advertise

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to have the First Reading and to advertise Ordinance 583. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 583 by Title only.

Damaged Fire Hydrant on Long Avenue

This item was Tabled and Staff was requested to discuss this with our insurance carrier.

Old Business –

Coronavirus (COVID-19) Update –

Due to the continued positive cases of COVID-19, the City is not taking any rentals for indoor facilities. Out door gatherings will be allowed by following the CDC Guidelines. This item is to be on the February 2, 2021, Agenda.

Resolution 2020-02 – State of Emergency. Currently still in place.

Parcel #04908-000R Potential Sale of Property

Consensus of the Commission was that this piece of property, located at Woodward and Seventh Street, is not for sale.

New Business –

Plat Approval Request – Magnolia Palms

A favorable recommendation was given by the PDRB in their meeting on January 5, 2021. Commissioner Lowry stated that he would be abstaining from voting as he has a business relationship with Grant Rish who is also his cousin. A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve this request. All in favor; Motion carried 3-0 with Commissioner Lowry abstaining. Commissioner Lowry completed Form 8B Memorandum of Voting Conflict For County, Municipal, and Other Local Public Officers and is attached to these Minutes as Exhibit 1.

Planning Services Agreement – Approval to Extend Term

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve a 3-year extension with STANTEC Consulting Services Inc. All in favor; Motion carried 4-0. Ray Greer has been a valuable asset to staff and with the increase in local development, his expertise will be needed.

Planning Task Order

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the Planning Task Order with STANTEC in the amount of \$6,700. All in favor; Motion carried 4-0. This will be for the City owned Parcels 03017-005 R (56.65 Acres) and Parcel 03013-001R (17.53 Acres) to be annexed into the City and zoned for workforce housing.

RFP 2020-23 Tennis / Pickleball Res-surfacing (Handout)

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve RFP-2020-23 with American Tennis Courts in the amount of \$26,181. All in favor; Motion carried 4-0. This will be to resurface and stripe the Tennis Courts at the Soccer Field and to resurface and stripe the four Pickleball Courts at Frank Pate Park.

Commission Meeting on March 16, 2021 during Spring Break

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to move this meeting to March 23, 2021. All in favor; Motion carried 4-0.

Mayor Buzzett requested that a list of City Grants be included on the next Agenda.

Current City Projects

Mayor Buzzett encouraged the Commissioners to review the list.

Public Works – John Grantland

RFP 2020-20 Grinder Pumps

VacJet Trailer – Request to Purchase on State Contract

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to purchase a VacJet Trailer under Florida Sheriff's Contract Number FSA20-EQU18.0, Specification #362, in the amount of \$67,156. All in favor; Motion carried 4-0. This is a budgeted item.

2 Hustler Mowers – Request to purchase on State Contract

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to purchase 2 Hustler Mowers (54" Super Z Hustler and 27 HP Kawasaki) from St. Joe Rent-All, Nursery and Supply, Inc. for a total amount of \$20,748.40. All in favor; Motion carried 4-0. St. Joe Rent-All, Nursery and Supply is a State Contract vendor for Hustler products. This is a budgeted item.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that the mobilization for the Clarifier project will start next week.

Wastewater Plant – Kevin Pettis

Mr. Pettis provided a Handout showing parts that he needs for filter repairs. Evoqua, a sole source provider, provided a quote of \$17,387 for the needed parts. A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to purchase the needed parts from the sole source provider, Evoqua, in the amount of \$17,387. All in favor; Motion carried 4-0

Finance Director – Mike Lacour

Mr. Lacour asked for guidance in where the Commission would like for the new pay station to be placed. Consensus was in the same area as the present box.

He also shared that he has been negotiating with FEMA on the remaining \$218,000 owed to the City.

Code Enforcement –

Mr. Anderson noted that Code Enforcement has two demolition bids out. One is for a residence at 1412 Palm Boulevard and the other is located 226-A on Avenue A.

Hearings are being scheduled for other out of compliance structures.

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to send letters to individuals residing in campers while repairing their primary residence stating they have 6 months to complete their project. A letter will also be sent to Non-primary residents, weekend workers, second home owners, and owners of an investment home stating campers are not allowed while working on the structure. All in favor; Motion carried 4-0.

Police Department – Chief Richards

Chief Richards did not have anything for the Commission.

Mayor Buzzett stated he had received a request for a 4 way stop at 10th Street and Garrison Avenue. Chief Richards responded that research data does not indicate a need for a Stop sign there and also noted that he doesn't see a problem on Seventh Street.

City Clerk – Charlotte Pierce

Grant Task Order

Disaster Recovery

Commissioner Hoffman requested that Disaster Recovery Funds be sought to include the Centennial Building and sidewalks on Monument Avenue that were busted by Hurricane Michael. Staff will get with the Ferguson Group on this.

Legislative Request

Legislative Funding Requests have been provided to Senator Ausley and Representative Shoaf for new restrooms at the Washington Gym Complex in the amount of \$150,000.

City Hall Complex

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve a Task Order with the Ferguson Group in the amount of \$17,850 to secure a grant for a new City Hall Complex. All in favor, Motion carried 4-0.

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to abandon and deny approval of the Water Quality Portion of the NRDA Grant due to stipulations applied. All in favor; Motion carried 4-0.

Citizens to be Heard –

No one wished to address the Commission.

Discussion Items by Commissioners –

Neither Commissioner Lowry, Commissioner Langston, nor Commissioner Hoffman had anything else to discuss.

Mayor Buzzett requested that the February 2, 2021, Agenda include the naming of the Third Street Promenade after Bill Kennedy.

The Mayor also asked that that the Commission consider giving all City employees that receive the COVID-19 Vaccine 4 hours of pay for getting the vaccine.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:50 P.M.

Approved this _____ day of _____ 2021.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

ORDINANCE NO. : 579

AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA ALLOWING CANDIDATES FOR THE OFFICES OF MAYOR-COMMISSIONER AND COMMISSIONER THE OPTION OF QUALIFYING FOR THE ELECTION FOR THOSE CITY OFFICES BY OBTAINING SIGNATURES VIA PETITION IN LIEU OF PAYING THE QUALIFYING FEE PURSUANT TO CHAPTER 99 FLORIDA STATUTES; PROVIDING FOR REPEAL OF ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, election qualifying fees and assessments are set forth in Chapter 99 Florida Statutes; and

WHEREAS, Chapter 99.095 Florida Statutes allows for a petition process in lieu of a qualifying fee if the candidate submits a petition with the signatures of at least 1% of the registered voters in the geographical area represented by the office sought; and

WHEREAS, it is believed that allowing candidates to qualify via petition will increase the number of citizens running for office, which is in the best interests of the people of Port St. Joe; and

NOW THEREFORE, be it enacted by the people of the City of Port St. Joe, Florida:

1. That the candidates in all city elections for the offices of Mayor-Commissioner and City Commissioner occurring after the effective date of this Ordinance may qualify via the petition process in lieu of a qualifying fee.
2. The petition submitted must contain the signatures of at least ten percent of the registered

voters of the geographical area represented by the office sought.

3. Each candidate must submit their petition to the Gulf County Supervisor of Elections Office in the time frame set forth in Chapter 99.095(3).

4. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

5. This Ordinance shall take effect on August 1, 2021.

THIS ORDINANCE ADOPTED this _____ day of _____, 2021.

**BOARD OF CITY COMMISSIONERS
PORT ST. JOE, FLORIDA**

REX BUZZETT
MAYOR-COMMISSIONER

ATTEST:

CHARLOTTE M. PIERCE
CITY CLERK

Current City Projects 2/2/21

- 6th and 7th Street Drainage- Complete
- The Reserve Water/Sewer Extension- Complete
- STAC House Playground Equipment- Complete
- City Pier- Under Construction
- 7th & 8th Street Drainage- Scheduled
- Allen Memorial Drainage- Cleaning Complete
- Washington Gym Bathroom- Legislative Funding Request Submitted
- Keepers' Quarter (Eglin)- Under Construction
- Garrison Ave. Patches- 10 Current Patches to be replaced and 11 Point Repairs will need to be made- Patches are Under Construction
- CDBG Sewer Phase III- Under Construction
- Garrison Ave. SCOP Paving Phase II- Complete
- Tennis Court Lighting- 2/2/21 Agenda
- Tennis Court Re-surfacing-Bids Awarded
- Pickle Ball Court Re-Surfacing- Bids Awarded
- Walking Bridges- Being Fabricated
- Bridge Foundations- Scheduled to begin mid-January
- Boat Ramp Pay Machine- Order Placed
- Washington Gym Ballfield Lights- Complete (Waiting on Duke Energy)
- Forest Hill Cemetery Power- Complete
- Forest Hill Cemetery Canopy- Complete
- Sewer Plant Pipe Extension- Complete
- Water Plant Clarifier Rehab- Bid Awarded
- City Hall/ PD Roof Sealant- Complete
- Beaches Water Meter Replacement- Replacement Underway
- Tree/Stump removal from Parks- Ongoing
- Grinder Station Bids- Awarded 12/15
- Maddox Park Drainage- Need more info. from engineer to bid and direction from the Board
- NRCS Grant/Ditch Cleaning- Out for Bids

- 1st Street SCOP Paving Grant- Working on Estimates for Manhole/Main CIPP Cost.
- Fishing Pier at Clifford Sims Park- Need Direction from the Board
- Utility Mapping- Ongoing
- Maddox Park Gazebo & Observation Tower- Need Direction from the Board
- Splash Pad- Need Direction from the Board
- Gateway Entry Way Light- Order sent to Duke Energy
- Christmas Light reciprocals on MLK- Complete
- City Pier Lighting- Being Reviewed by City Electricians
- Washington Gym Outdoor Basketball Court Lighting Repair-Parts are being ordered by City Electricians
- Washington Gym Complex Tennis Court Demo- Complete
- Welcome Sign Lighting- Complete
- Hwy 98 & 3rd Street Crosswalk- Ordered thru FDOT
- Centennial Bldg. Rehab- Grant Application Submitted
- Core Park Stage- Need Direction from the Board
- Public Safety Fire/Police Bldg. CDBG-DR- Grant Application Submitted
- Sewer Rehab. CDBG-DR- Grant Application Submitted
- Stormwater Rehab. MLK Corridor CDBG-DR (FAMU)- Grant Application submitted
- Water Plant Filter Replacement- Bid Awarded
- City Hall Complex- Looking for Funding Options
- Washington Gym Complex- Outdoor Grill Pavilion- Under Construction

Grants Updated- 1/19/21

Title	Amount	Status
FDEP/FRDAP	\$50,000	Tom E. "Dooder" Parker – Park improvements. Complete
FWC/NERDA	\$806,972	Frank Pate Boat Ramp Improvements. Complete
DEO/CDBG	\$650,000	Waterline Replacement in North Port St. Joe. Complete. \$25,000 City Match.
NWFWMD	\$80,000	Waterline Replacement in North Port St. Joe. Complete.
Division of Historical Resources/Historic Special Category	\$125,000	Lighthouse and Keepers Quarters rehab. Complete. Note: Damaged by Hurricane Michael
Legislative Approp.	\$250,000	Sewer Force Main installation in Jones Homestead. Construction complete and the funds received 10/20
Division of Historical Resources/Historic Special Category	\$500,000	Centennial Bldg. Rehab., (Was not approved). Resubmitting for FY 2019-2020
FDOT/Langston Dr. Sidewalk	\$79,000	Complete
FDOT/SCOP	\$411,902	Garrison Ave Phase I Paving from 71 to 16 th Street. Project complete.
Legislative Request	\$718,340	Submitted request to Halsey Beshears For Long Ave. paving. \$1,000,000 Road Bond Match. (Was not approved)
FDLE/JAG	\$15,510	Patrol Truck – Approved and purchased
Legislative Approp.	\$111,656	6 th and 7 th Street Drainage. Submitted 1/30/17 for 2017 funding request. (Was not approved).
Legislative Approp.	\$198,000	Commercial District Water Line replacement. Submitted 1/30/17 for 2017 funding request. (Was not approved).
FDOT/SCOP	\$497,700	Garrison Ave. Paving From 16 th Street to Madison. Approved for FY 2019-2020. Project Completed
FDOT/SCOP	\$543,330	8 th Street from Woodward Ave. to Garrison Ave. (Was not approved). Completed with Road Bond Money
NWFWMD/NERDA	\$971,850	Application approved 5/19 for Stormwater Water Quality.
FDOT/SCOP	\$397,375	Application for resurfacing of first Street from Hwy 98 to Hwy 71. Approved for 21/22 funding
FRDAP	\$50,000	Benny Roberts Park. Ballfield improvements, reapplied 10/14/19. (Was not Approved)
FRDAP	\$50,000	Playground Equipment for the STAC House, reapplied 10/14/19. (Was not Approved)
DEO/CDBG	\$650,000	Sewer Line replacement in North PSJ. Approved 1/19. Under Construction.
Restore Pot 3	\$2,500,000	Sewer Line replacement in North PSJ (County)
Restore Pot 3	\$2,000,000	Beacon Hill Sewer (County)
Restore Pot 3	\$500,000	Sewer System Purchase (County)

Historic Preservation	\$291,154	Centennial Bld. Repairs due to Hurricane Michael. Ranked #1 9/19. (Was not funded)
FDLE/JAG	\$85,000	Submitted for 2019/2020 Fiscal Year. Approved for (3) Vehicles. Vehicles purchased
Legislative Approp.	\$83,000	Lagoon Biological dredging Yr. 2. Approved Grant/ Loan Thru SRF. Grant Received and the loan paid back 10/19
Triumph	\$88,146.81	Hurricane Michael relief for AD Tax Shortfall. Check received.
Legislative Approp.	\$7,579,575	Hurricane Michael relief plan submitted 2/19. Was not approved
FDEP/SRF	\$635,732	Damage to (12) lift stations, headworks, and Yr. 1 lagoon maintenance due to Hurricane Michael. Approved grant/Loan. Grant received, loan paid back 10/19
Trails Grant	\$250,000	Approved, being worked thru Gulf County. Under Construction.
FDEM	\$6,000,000	Long Ave. water, sewer, storm & lift station. 20 th Street Lift Station, submitted 10/1/19 (Was not approved)
FDEM	\$1,250,000	Water/Sewer Revenue Loss, Submitted 10/1/19. Received \$1,000,000 2/20
CBIRS	\$1,000,000	First Street Lift Station. Submitted 10/7/19. (Was not approved)
Legislative Approp.	\$312,500	City Complex. Approved and must be spent by 6/30/20. Grant received and the property was purchased.
FDEP	\$750,000	Septic to Sewer. (Was not approved 1/20)
FEMA PA	\$9,778,787	Damage from Hurricane Michael
Duke Energy	\$2,500	Holiday Lighting. Money received 12/19.
FDEM	\$589,220	Hazard Mitigation. Elevation of (12) lift stations and switch gear for Washington Gym Generator Power. Submitted 3/6/20
FDOT/SCOP	\$243,676.42	Resurfacing of Ave C & D from Hwy 98 to MLK. Submitted 3/19/20. Was not approved.
FRDAP	\$100,000	Applied for (2) grants on 10/15/20. Washington Gym Complex and Dodder Parker Park for exercise equipment.
FDEP/SRF	\$4,537,600	Application submitted for Construction of Long Ave. Sewer Line and Lift Station. Grant \$3,630,080 and Loan \$907,520 Combo 80/20. Approved, waiting on permission to bid.
Historic Resources/Hurricane Michael	\$497,495	Centennial Bldg. Rehab. Application submitted 8/20
CDBG-DR	\$9,000,000	Sewer Rehab- City Wide. Application submitted 11/20
CDBG-DR	\$6,925,962	Police/Fire Station. Application submitted 11/20
CDBG-DR	\$4,987,330	Intelligent Stormwater on MLK-FAMU. Application submitted 11/20
Legislative Approp.	\$150,000	Washington Gym Restrooms. Application submitted 1/21
SCOP	TBD	Niles Rd. from Garrison to Long Ave Re-surfacing. Working on Application

City of Port St. Joe 2021 General Election Time Line

March 24, 2021, Noon, Wednesday through March 31, 2021, Noon, Wednesday – **Qualifying**

April 12, 2021 – Monday - **Registration Books Close**

May 1, 2021, – May 8, 2021 – Saturday to Saturday - **Early Voting** at Supervisor of Elections Office (No Sunday Voting on May 2nd) 9:00 A.M. – 5:00 P.M.

May 11, 2020, Tuesday – **Election Day** – Voting at Supervisor of Elections Office from 7:00 A.M. – 7:00 P.M.

May 12, 2021 – Wednesday – **Special City Commission Meeting: Election Certification**
12 Noon – Ward Ridge Building

June 15, 2021 – Tuesday – **Run-off Election if needed**

*June 15, 2021 – **Swearing in of Commissioners 12 Noon.**
(Reception at 11:30 P.M. – Ward Ridge Building)
*To Be Determined if a run-off is necessary